

[Applicant Name]

[Applicant Address]

[City, State, Zip Code] [or use company or personal letterhead]

[Date]

Lewis County Board of Commissioners  
351 NW North Street  
Chehalis, WA 98532

Dear Commissioners:

I understand that there is a vacancy on Lewis County Water Conservancy Board. I am interested in serving on the board. [Add a sentence or two, explaining your own feelings on water resources and management of the resource]. As a [fill in your occupation or field of expertise] I have the experience, understanding and education on water-related matters that will be a benefit to the Water Conservancy Board and to Lewis County.

[Add a paragraph or two explaining your background and how you feel it fits into the work of the water conservancy board]

Thank you for considering my application for appointment to the Lewis County Water Conservancy Board. If you need additional information, or would like to talk to me, I can be reached at [phone number].

Sincerely,

Brian Green